

CALFRESH (CF) PROGRAM

REQUEST FOR POLICY/REGULATION INTERPRETATION

INSTRUCTIONS: Complete items 1 - 10 on the form. Use a separate form for each policy interpretation request. If additional space is needed, please use the second page. Be sure to identify the additional discussion with the appropriate number and heading. Retain a copy of the CF 24 for your records.

- Questions from counties, including county Quality Control, must be submitted by the county CalFresh Coordinator and may be submitted directly to the CalFresh Policy analyst assigned responsibility for the county, with a copy directed to the appropriate CalFresh Policy unit manager.
- Questions from Administrative Law Judges may be submitted directly to the CalFresh Policy analyst assigned responsibility to the county where the hearing took place, with a copy of the form directed to the appropriate CalFresh Bureau unit manager.

1. RESPONSE NEEDED DUE TO: <input checked="" type="checkbox"/> Policy/Regulation Interpretation <input type="checkbox"/> QC <input type="checkbox"/> Fair Hearing <input type="checkbox"/> Other:	5. DATE OF REQUEST: 8/16/16	NEED RESPONSE BY: 8/26/16
2. REQUESTOR NAME:	6. COUNTY/ORGANIZATION: Santa Barbara	
3. PHONE NO.:	7. SUBJECT: Verified Upon Receipt - SIU Info	
4. REGULATION CITE(S):	8. REFERENCES: (Include ACL/ACIN, court cases, etc. in references) NOTE: All requests must have a regulation cite(s) and/or a reference(s). ACL 13-17	

9. QUESTION: (INCLUDE SCENARIO IF NEEDED FOR CLARITY):

The worker receives a National Prisoner Match alert and follows up with the Special Investigations Unit (SIU) to find out if the individual is still incarcerated. The SIU informs the worker that the individual is still in jail and has an expected release date which is 3 months away.

Question: Should the worker treat the information received from the SIU as VUR and discontinue the individual as soon as 10-day notice can be given?

10. REQUESTOR'S PROPOSED ANSWER:

Per ACL 13-17: Verified upon receipt means that the information provided is not questionable, the provider is the primary source of the information, and no further information is needed to take action.

Since NPM information is not VUR and SIU is not the primary source, the worker needs to document in the case file and take action at the next SAR 7 or the next recertification, whichever is earlier.

11. STATE POLICY RESPONSE (CFPB USE ONLY):

National Prisoner Match (NPM) is a disqualified person match. As such, the CWD shall not take any adverse action to terminate, deny, suspend or reduce benefits unless the information has been independently verified (CFR 273.2 (f)(11)). Once independent verification has been received, the CWD shall review, enter the information into the case record and send the appropriate notice.

In the scenario presented above, the NPM match has been independently verified. Because the information was verified and the client determined ineligible, the worker should take action to discontinue the individual as soon as 10 day notice can be given.

(continued on next page)

FOR CDSS USE

DATE RECEIVED: 8/16/2016	DATE RESPONDED TO COUNTY/ALJ: 9/2/2016 AF
-----------------------------	--

**CALFRESH (CF) PROGRAM
REQUEST FOR POLICY/REGULATION INTERPRETATION (Continued)**

1. RESPONSE NEEDED DUE TO: <input type="checkbox"/> Policy/Regulation Interpretation <input type="checkbox"/> QC <input type="checkbox"/> Fair Hearing <input type="checkbox"/> Other:	5. DATE OF REQUEST:	NEED RESPONSE BY:
2. REQUESTOR NAME:	6. COUNTY/ORGANIZATION:	
3. PHONE NO.:	7. SUBJECT:	
4. REGULATION CITE(S):	8. REFERENCES: <i>(Include ACL/ACIN, court cases, etc. in references)</i> NOTE: All requests must have a regulation cite(s) and/or a reference(s).	

The NPM match is not considered verified upon receipt (VUR), but because it is a disqualified person match, it requires independent verification once received. The NPM match information cannot be held until the SAR 7 or recertification for independent verification. Independent verification should occur when the match is received.